

**SHADE TREE REGULAR MEETING MINUTES  
OCTOBER 2, 2018**

Meeting Called to Order: 7:00 p.m.

Members in Attendance: K. Halpin, S. McDonald, G. Pohorely, S. Marr  
Absent: 0

**MINUTES:**

**Regular Meeting**

The Washington Borough Shade Tree Commission Meeting was called to order and the “Open Public Meetings Act” read into the Record. The meeting was duly advertised and posted on the Bulletin Board for Tuesday, October 2, 2018. A Motion was made by S. McDonald and seconded by S. Marr that the minutes be approved for the meeting of September 10, 2018.

Ayes: 3, Nays: 0 Abstain: 1  
Motion Carried

**COMMUNICATIONS:**

**OLD BUSINESS:**

1. CSIP Grant - G. Pohorely will contact Sunshine Tree & Landscape about ordering a Japanese Lilac. The grant still has funds that would allow the Commission to purchase an additional tree. K. Halpin suggested 92 Carlton Avenue as the designated location. This topic will be further discussed at the November meeting.
2. Community Forestry Management Plan - Consulting Arborist, Paul Cowie attended the October meeting. Mr. Cowie met with the Commission to discuss further aspects of the Community Forestry Management Plan update. Various topics were reviewed to reconstruct an improved CFMP. Mr. Cowie pointed out that Washington Borough’s Master Plan was outdated. A current map would also be beneficial for the town. It was also implied that additional map pages will be included such as canopy cover and land use. Ideally, the Commission should have 5 members as opposed to the existing 4. However, all Commissioners continue to attend training courses to receive the necessary CEU annual credits. Also, two DPW members have received Core Training at the Shade Tree Federation Conference. This is beneficial towards assisting with tree maintenance work. Mr. Cowie also suggested goals to evaluate high risk trees and tree friendly sidewalk repair. Overall, the Commission continues to focus on safety and tree maintenance throughout the Borough with their limited budget and members. Mr. Cowie will contact the Commission when the 1<sup>st</sup> draft of the CFMP is prepared.
3. Current Maintenance with Action Tree Service – An invoice was sent from Action Tree Service for the latest maintenance work. However, K. Halpin noted that the trees along Carlton Avenue needed to be elevated high enough for trucks to clear the overhang.

Action Tree Service will be contacted to relay this message before any payment will be disbursed. This topic will be revisited at the November meeting.

4. 17 Lambert Street – (2) Replacement trees are dying from possible soil contamination. K. Halpin stated that she will contact the Borough Code Enforcement Officer, Matt Lopez. Mr. Lopez will be able to assist the Commission with notifying the EPA. This topic will be discussed at the November meeting.
5. The New Jersey Shade Tree Federation Annual Conference – DPW Supervisor, Johnathan James and Darryl Wright attended the October 19<sup>th</sup> sessions in Cherry Hill, NJ. They received (5) CEU credits each, which exceeds the NJUCF requirement.
6. 102 Lenape Trail – Homeowners requested a tree to be evaluated for removal. It was uncertain if the Shabbecong townhouses had right-of-way measurements for the trees in that development. The Planning Board maps for the townhomes were viewed at the Shade Tree meeting and determined the r.o.w. to be 50 feet (10 feet passed the curbs). The Commission unanimously agreed to place this address on the maintenance list. A letter will be sent to the homeowners.
7. Quotes for Job Maintenance – The Commission reviewed the current list to request quotes for the next maintenance work in town. The following areas that need attention are: 123 Harding Dr., 134 Sunrise Terrace, 12 Hillcrest Ave., 118 Wayne St., 21 Presidential Dr., 345 Belvidere Ave., 84 Alvin Sloan Ave., 338 N. Prospect St., 300 Belvidere Ave., and 3 trees on Lower Park Dr. The maintenance at these locations range from evaluating the trees' condition, tree removals and stump removals. This topic will be discussed at the November meeting when the quotes are available to review.

#### **NEW BUSINESS:**

1. Washington Community Garden- Lori Finnegan requested wood chips for the garden pathways. The Commission agreed that a tree service hired for removals next Spring will be contacted to determine if they can transport the chippings to the garden.
2. 338 North Prospect St.- Homeowner (Rita Heinrich) requested a tree to be trimmed, since it is hanging over her driveway. S. McDonald visited the location and noted that the tree is in the right-of-way. It was recommended that the location be placed on the maintenance list for evaluation. A letter will be sent to the property owner.

#### **ADJOURNMENT:**

Hearing no further business before the Commission, it was moved by S. McDonald and seconded by S. Marr that the meeting be adjourned at 9:00 p.m.

Ayes: 4, Nays: 0  
Motion Carried

Respectfully submitted,

Susan Fleming